

# SSB1 Headquarters Company

Navy & Marine Corps Reserve Center

Phoenix, Arizona



## March 2002 Notes

Battalion Web Site: [www.ssb1.navy.mil](http://www.ssb1.navy.mil)

### **Battalion Commander (N00)**

1. 2002 Junior Supply Corps Officer Career Workshop – Make your plans now to attend the Junior Officer Career Workshop, which is being co-sponsored by REDCOMs Northwest and Southwest. The workshop is being held at the Admiral Kidd Club, San Diego, CA, on 20-21 April 2002. All Junior Officers are encouraged to attend this workshop, as the program will include valuable mentoring opportunities, Fitrep writing clinic, mock promotion selection board, NAVSUP Supply Corps update and exciting “logistics” field trip.
2. 2002 Naval Reserve Supply Community Workshop – The annual Naval Reserve Supply Community Workshop is scheduled for 21-23 June in St. Louis at the Downtown Marriott Pavilion. Electronic registration can be on-line at [www.usnscf.com/users/workshop/Page1.htm](http://www.usnscf.com/users/workshop/Page1.htm).
3. Distribution Companies (Freight Terminal Companies Alpha and Bravo, Warehouse Companies Charlie and Delta, Mobile Mail Company) – The Distribution RSO position is currently vacant. SSB1 is actively recruiting to fill this position, in the interim, your companies will be contacted directly by SSB1 staff for any reoccurring or emergent requirements.

### **Administrative Department (N1)**

4. **Naval Reserve Skills Online** – The requirement that all members complete the Naval Reserve Skills Online survey has been extended to 31 March. This is a “no kidding” date and all personnel are expected to comply with this order. This is a requirement of your employment in the Naval Reserve. This is a web-based application and is located at [www.usnrskillsonline.com](http://www.usnrskillsonline.com).

5. Evals/Fitrepos – E-5 evaluations are to be completed in March. Mid-term counseling for O-5, O-4, O-2 and O-1 are also to be completed in March.

#### **Operations Department (N3)**

ORA Dates		
CHB 10	Williamsburg, VA	10-23 Jun 02
CHB 11	Jacksonville, FL	15-28 Jul 02
CHB 14	Port Hueneme, CA	5-17 Aug 02

Submit AT orders for reporting to NAVHAPGRU, Williamsburg, VA (UIC: 33118)

#### **Supply Department (N4)**

6. **IDTT Order Liquidation** -- You have 5 working days to liquidate IDTT orders. In looking over data for the companies, it's evident that this requirement is not being adhered to. Prompt liquidation of orders gives the Battalion visibility of expended funds and permits reprogramming of funds as necessary to meet mission requirements.

Please encourage your sailors to liquidate any outstanding IDTT claims. If a member does not want to be reimbursed, then he or she should write on the face of the orders, "I do not want reimbursement under these orders" and submit the orders to your RESCEN IDTT coordinator for submission to REDCOM.

7. **SUPPO Tickler** -- Company commanders are reminded to submit the following items by the end of each month, via the appropriate RSO:

- ATP usage (fiscal year to date by officer/enlisted)
- IDTT funding status (refer to a recent copy of your unit's IDTT memo)

#### **Training Department (N7)**

8. **Report Deadlines** – CART inputs are due by the end of each Company's drill weekend in the months of December, March, June and September. Fiscal Year Training Resource Plan for the following Fiscal Year are due by the end of each Company's drill weekend in April. Copies of RUAD's for Companies not drilling at the Phoenix Reserve Center will be forwarded to Readiness Support Officers (RSO) on a monthly basis, either during or immediately following each Company's drill weekend.

#### **Command Master Chief (N00C)**

9. **Cold War Medal Information** -- The Cold War Service Medal is proposed legislature which has passed the House but not the Senate, as of yet. Once (and if) this Bill is passed, and the President signs it into law, the Secretary of Defense must provide his guidance and The Institute of Heraldry (TIOH) will have to design the medal. There will be funding and production issues. Unlike the Cold War Certificate, the Cold War Service Medal is only for Members of the Armed Forces. Because of the strict requirements pertaining to time in active service beyond initial obligation or enlistment, the issuance of the Medal should be handled by the personnel offices of each active

force, and the National Personnel Records Center for veterans. They have access to the personnel records necessary to determine eligibility. Vendors have been selling this unauthorized version of a Cold War Medal for some time, and now veterans have the impression it is approved for wear.

10. **Legal Counsel** – The following Army command has offered its support for wills, Powers of Attorney, legal counsel, etc:

75<sup>th</sup> Legal Services Organization  
P.O. Box 400  
Moffett Field, CA 94035-0400  
(650) 603-8652

POC: LCOL Roger Matzkind, XO, 75<sup>th</sup> LSO  
(209) 521-2133  
matzkind@charter.net

11. **Meritorious Service Award** -- Competition for the 2002 National Image Inc. Meritorious Service Award will be held 26 May to 02 June. The Navy is accepting nominations for candidates. Please see Master Chief Malone for additional information.

12. Bravo Zulu to MMC (SS) Carl Arbogast of Fuels Company India for his selection as SSB1's Rear Admiral Harness Leadership Award. The award is presented for sustained leadership by a Chief Petty Officer.

13. Bravo Zulu to UT2 Glenn Marshall of Fuels Company Echo for his selection as SSB1's Sailor of the Year for 2001. While competition was fierce within ELSF, SSB1 was well represented.

14. **Recruiting Referral Program** – The Recruiting Referral Program is designed to award sailors who provide referrals to recruiters who eventually join the Naval Reserve. Recruiting is a significant function within the Naval Reserve Force mission. To be effective, "all-hands" share in this responsibility and are encouraged to provide referrals whenever possible. All Navy and Marine Corps personnel, Active and Reserve, are eligible to receive this award. Any member who refers at least four individuals who join the Naval Reserve will be awarded a Navy and Marine Corps Achievement Medal. Contact your local Naval Reserve recruiter today for further details on the Recruiting Referral Program.

S. B. Goodman  
By direction